

De Anza College Classified Senate
Thursday, October 1, 2009
2:30-4 p.m.
Admin Conference Room 109

Present: S Berg, L. Bloom, N. Buchwald, J. Ceballos, T. Ehle, T. Gerard, A. Guevara, M. Hawthorn, M. Ingalls, L. Jenkins, N. Johnstone, J. Okabe-Kubo, B. Pace, C. Pereida, G. Vandiver.

Call to Order: L. Jenkins called the meeting to order, welcomed everyone to the first meeting of the Classified Senate for AY 2009-10.

Approval of the Agenda: Moved/Vandiver, Seconded/Ceballos/ Approved.

Review of Robert's Rules of Order: L. Jenkins summarized that one leader, the CS president, keeps the meeting moving. Each senator/guest raises his/her hand to make a comment or ask a question. When multiple hands are raised, the president indicates the order that speakers will take.

Items on the agenda with an "A" are action items that require a vote. A quorum is half the members plus one (or twelve total Senators). With the nature of what is happening on our campus/district, we will be voting on important issues, so please notify Lois if you will not be at a meeting, and if sending a substitute, provide his/her name.

Classified Senate Budget Report: M. Ingalls reported the Chase account has \$7,989, with \$550 spent on the Heart Walk T-shirts; the other account is accessible via Banner, which she hasn't been able to check. There is a June 26 \$177.53 expenditure that needs to be entered. T. Gerard offered to assist with accessing reports.

Accreditation Follow-up Report Draft: L. Jenkins distributed copies of The Follow-Up Report To The Accrediting Commission For Community and Junior Colleges. The senators took time to read the handout with discussion on: SAOs, defining accreditation review process, Classified Senate need for a Code of Ethics. Moved/Guevara, Seconded/Pereida/Approved.

Accreditation Self-Study Standards Committees: L. Jenkins announced there are four committees, one for each standard (described at the Accreditation Web page), with training scheduled for the end of October. She encouraged Senators to consider joining a committee and to e-mail Marisa Spatafore to sign up for a team and/or to attend the training.

Committee Reports: L. Jenkins requested the Senators serving on various campus/district committees sign a circulating form identifying their committee for future reports. She announced a new taskforce charged to develop a campus-wide plan for Basic Skills. Let Lois know if you are interested.

Burning Issues: Limited Parking was voiced by several senators, with L. Bloom, Facilities committee member explaining that DA is mandated to have a certain number of spaces for the number of students we serve: spaces get smaller, suggestions to promote car pooling and mass transit use.

Adjournment: The meeting adjourned at 4:10 p.m.

Respectfully submitted,

Jo Ann Okabe-Kubo